

Camp Stow

“Exploring Nature”

Laura Greenough
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www.stow-ma.gov

CAMP STOW 2016

Camp Stow is committed to serve the needs of parents and children by offering a quality program which, offer a rich blend of activities. To provide the ideal outdoor environment and a unique opportunity for children to learn valuable skills and make new friends through programs that are challenging, educational, and fun.

Welcome! On behalf of the Stow Recreation Department and the Assebet Valley Boys & Girls Club, we are pleased to have you join us this summer.

Our staff at Camp Stow will work hard to install in children values such as Caring, Honesty and Respect. Our camp staff will be experienced in working with children and providing a safe environment for all. Each counselor will be carefully chosen from area colleges and high schools. Our senior staff is comprised of teachers and recreational professionals.

We hope that throughout the camp season you will support your child in our program by coming to Family Nights and showing an active interest in your child's camp activities. Through your support and interest we can combine our efforts to make Camp Stow a fun and rewarding experience for children.

Please read all of the enclosed materials so that you will be completely prepared for your stay at Camp Stow.

We look forward to serving you and your family this camp season. If you have any questions or concerns please call me at 978-461-1411 or 978-855-2298.

Sincerely,

Laura Greenough
Stow Recreation Director
Recreation@stow-ma.gov

Summer 2016

THEME WEEKS:

Session I: Outdoor Adventure	June 27-1
Session II: Stars & Stripes	July 5-8
Session III: Anima Adventure	July 11-15
Session IV: Pirate week	July 18-22
Session V: Clown Around	July 25-29
Session VI: Wet & Wild	Aug. 1-5
Session VII: Mad Science	Aug. 8-12
Session VIII: Camp's got talent	Aug. 15-19

Basic fee \$230 full/day and \$150 half/day.

Camp hours are Monday-Friday 9:00 to 4:00 p.m. Full Day and 9:00 to 1:00 p.m. Half Day.

Early drop off available from 8-9am. The cost for early drop off is \$25 per week. Late pick up also available from 4-6pm. The cost for late pick up is \$35 per week. Sign up for both pre and post camp the cost is \$50 per week.

Minimum of 5 camper needed to hold pre or post camp.

Camp Payment policy:

Camp fees must be paid **two week prior** to the session your child is attending. If your child will not be attending camp you must give us a two-week written notice. We need to know of any cancellations so we can give the reservation to another child. Unless we receive a two week written notice of cancellation you will be responsible for payment of the entire session. If your child is attending camp for the whole summer or multiple weeks you may make weekly payments. Questions about your account? Contact Laura Greenough, at 978-461-1411.

Camp Refund Policy:

Once a camp session has begun, refunds will not be made for any reason except in the case of extended illness or accident (missing camp 5 or more consecutive days) which will require documentation of illness from a physician.

Rainy Days:

We are outside rain or shine, except in the event of severe weather such as thunderstorms or heavy downpours. It is a good idea to send a change of clothes to camp with your child along with a raincoat and grubby sneakers to play outside in. Mud Soccer, Tug-O-War, and Puddle Splashing are just some of the ways we enjoy mother nature's bath! You may also want to label clothing items with your camper's name. "Lost and Found" is a popular place to find wayward clothing. It is also important that sneakers be worn to camp each day so that your child may participate in and enjoy all daily activities.

Sun and Bugs:

There is an abundance of both of these at camp. Please protect your child by applying sunscreen and bug spray before coming to camp. If you wish to pack some extra for the afternoon, please label them and we will see that they are applied again.

Emergency Procedures Camp Stow 2016

Camp Attendance Policy:

Parents are expected to call camp the morning of camp if their camper is home sick or will not be attending camp. If they know prior to camp they may write a note or call camp. If a note or phone call does not come into camp, the director will call parent or emergency number to verify attendance. Parents picking campers up early must come to the camp office and sign their child out.

Campers will only be released from camp in the custody of his/her legal parents or guardian unless written permission is granted to another individual by the legal parent or guardian and approved by the Camp Stow Director. **Stow Recreation Department policy requires a photo ID for release of children.**

Visits:

Parents are always welcome to visit camp. **All visitors are required to check in at the camp office upon arrival.** This is to ensure the safety of all campers.

Camper Information Packet:

Each camper must provide records of their most recent physical exam and immunizations dated within the past 12 months. Please bring all forms the first day of each session. Please hand in forms to the Camp Director on the first day of each session. **If you do not have these forms your child will not be allowed to stay per order of the Stow Board of Health Regulations.**

Medications:

Any medicine to be administered at camp must be noted on the medical information form, and the order signed by a Parent/Guardian for over the counter medicines and by the physician for all prescription medicines. The medicine must be delivered to the camp office by an adult, in the original container with pharmacy label with correct dosage and times attached. The nurse or Camp Director will administer.

Plan for care of mildly ill camper:

Mildly ill camper will be brought to the infirmary area and parent/guardian will be contacted. Parent and Camp Director will determine appropriateness of camper remaining at camp for the rest of the day. If the Camp Director feels the camper is unlikely to participate for the remainder of the day she will encourage parent/guardian to pick up their child. A cot will be available for camper to rest until they feel better or are picked up.

Procedures for identifying and protecting children with allergies and/or other emergency medical information:

All campers must have a completed emergency medical form on file, which includes: Allergies, Any current chronic illness, Any current medications and Immunizations.

All children with asthma are encouraged to have an extra inhaler in the director's office in addition to the inhaler they carry with them.

Any child with an anaphylactic allergy must bring an epi-pen to camp.

All campers must be toilet trained and diaper free.

Waterfront:

All campers are expected to partake in swim lessons every day unless they have written permission from home. Campers are constantly supervised during all swim times by certified Lifeguards and camp counselors.

Swim tests are given on the first day of camp each session to determine your child's swim level. Your child will then take part in instructional swim lesson and free swim based on his or her abilities within marked boundaries for each level.

Camp Stow participates in the buddy system as an additional safety precaution on the waterfront. The counselors will assign your child with a child of similar swim ability in that group. They are to alert the nearest staff person should the other child need assistance. The lifeguards also clear the water every fifteen minutes so that the counselors can double-check the buddies.

Lost Swimmer Plan:

1. A detailed description is given to the Lifeguard.
2. The lifeguard will use an air horn and fire off a short blast signaling to the other lifeguards that we have a lost swimmer.
3. The lifeguard will then give a description of the lost swimmer over the walkie-talkie. The Beach checker will immediately call 911 and give a description of the child to the police.
4. The other guards will immediately clear the water and begin a search of the water.
5. All campers must report back to their counselor so that a head count can be taken. Once all campers have been accounted for the counselor will report that to the Camp Director.
6. The Camp Director will check the Restrooms, trailer, and playground area for the lost swimmer.
7. Once the swimmer is found the lifeguard will fire off a long blast signaling that the swimmer has been found.
8. A report will be filled out and given to the Camp Director by the lifeguard who initiated the search.

Lost Camper Plan:

1. Upon notification of a missing camper, the camp director will get a detailed description and given it to the counselors and lifeguards.
2. All campers must report back to their counselor so that a head count can be taken. Once all campers have been accounted for the counselor will report that to the Camp Director.
3. The Camp Director will check the Restrooms, trailer, and playground area for the lost camper.
4. If camper has not been found at this point the lost swimmer plan will activate.
5. The Beach checker will immediately call 911 and give a description of the child to the police.
6. The lifeguard will use an air horn and fire off a short blast signaling to the other lifeguards that we have a lost swimmer.
7. The guards will immediately clear the water and begin a search of the water.
8. Once the camper is found the director will fire off a long blast signaling that the camper has been found and the director will fill out an incident report.

Fire and Emergency Plan:

Three long whistles/horns will blown in case of a fire, fire drill, or other emergency. Instructors, Head Counselors, Assistant Counselors will have campers exit activities and buildings quietly and calmly. They will lead the the groups to the middle of the soccer field where they will take attendance and listen for further instructions. Fire drills will take place at least once during each session.

Child Abuse:

All staff of Camp Stow will follow these guidelines to protect campers from abuse and neglect.

1. All staff immediately report any suspected child abuse or neglect. The report shall be made either to Massachusetts Department of Children and Families or to the camp director.
2. The camp director shall staff immediately report Massachusetts Department of Children and Families.
3. The camp director shall notify the Board of Health if a 51A report alleging abuse or neglect of a child while in the care of our camp during a program related activity is filed. The 51A report itself will not be forwarded to the Board of Health.

Code of conduct for Staff and Volunteers

To protect program participants, staff, and volunteers, the Stow Recreation Department prohibits employees and volunteers to be alone with a single child where he or she cannot be readily observed by others. As staff supervise children, they should position themselves in such a way that other staff can see them.

Staff shall never leave a child unsupervised.

Staff shall not abuse children in any way, including:

1. Physical Abuse- Striking, spanking, shaking, slapping...
2. Verbal Abuse- Humiliating, degrading, threatening...
3. Sexual Abuse- Touching, or speaking inappropriately
4. Mental Abuse- Shaming, withholding kindness, being cruel...
5. Neglect- Withholding food, water, or basic care.

No type of abuse will be tolerated and will result in immediate dismissal if substantiated.

Staff must use positive techniques of guidance including redirection, positive reinforcement and encouragement rather than competition, comparison, criticism. Staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline.

Staff are not to be alone with children they meet in Stow Recreation programs outside of the Camp. This includes babysitting, sleepovers, driving or riding in vehicles and inviting children to their homes. Any exceptions require a written explanation before the fact and are subject to the approval of the Stow Recreation administration.

Under no circumstances shall a staff release children to anyone other than the authorized parent/guardian or authorized adult as granted by the parent.

If an emergency arises, please call the numbers below:

Camp Stow: 978-562-5873 **Camp Stow Director:** Laura MacDonald
Laura Greenough, Stow Rec. Director: 978-855-2298

In the event that a parent must be notified because of sickness, medical emergency, or behavior problems, the camp director will make every attempt to contact parent or guardian at home or work, followed by the emergency contacts as provided by parents. If these individuals cannot be reached, the camp director shall act promptly in a manner that is appropriate to the situation and in the best interest of the child. It is very important that the camp be informed immediately of any changes in phone numbers and emergency contacts.

What to Bring:

Children should wear appropriate summer clothes and sneakers (no sandals, please!) On rainy days they should bring a raincoat and hat, a sweatshirt or jacket for cold days. A swimsuit and towel is required each day. Each camper should have a bag or backpack in which to carry their lunch, towel, and a one-piece bathing suit. A lost and found area will be kept in the camp office. Please mark all clothing with child's name, especially towels and swimsuits! Any unclaimed lost and founds will be donated to Goodwill after September 1st.

Campers **should not** bring expensive clothes, large sums of money, sports or hunting equipment, radios, Ipods, video games, cell phones, or pets to Camp Stow. **The Stow Recreation Department will not be responsible for items lost, stolen, or damaged while on camp property, van, or bus.**

Lunch:

Each camper should bring a large, wholesome lunch to camp that is carefully wrapped and placed in a strong lunchbox. Please mark your camper's name on all lunches. Water is always plentiful and available to campers throughout the day. You may wish to send extra snacks as well. Please keep in mind that food cannot be heated. If a child does not have a lunch, parents will be called to bring a lunch for them. The ice cream truck will be at camp each Friday, parents should send two dollars with their child if they want them to have ice cream.

Photography of campers:

Each year we take a number of photographs and videotapes throughout the summer. We use these images for our publications to promote our programs in the surrounding communities. Below is a photo release form. Please return this form with your final payment or medical forms.

Photo Consent for Camp Stow

Dear Parents,

Each year we take a number of photographs and videotapes throughout the summer. We use these images for our publications to promote our programs in the surrounding communities.

Please sign and return this form to camp.

Sincerely,

Laura Greenough
Stow Recreation Director

____ I, _____ give permission to Camp Stow to use my child's image in promotional materials. I understand that these images may include but are not limited to video recordings.

____ I do not wish my child to be photographed.

Child(ren) name(s) _____

Parent Signature _____ date _____

(Please return to camp with your medical forms)

FIELD TRIP INFORMATION

Purgatory Chasm

On Thursday, June 30, Camper will get to check out the cave and tunnels of Purgatory Chasm. Please pack a lunch. We will be transporting campers to and from Pine Bluffs Recreation area. We will be leaving at 9:15am and will return by 4:00pm.

Salisbury Beach

On Thursday, July 7th, we will be going to Salisbury Beach in Salisbury, Ma. Please make sure you apply sun screen on your camper before dropping them off at camp for the day! We will be leaving at 9:30 a.m. and will be returning at 3:00 pm. Campers should bring sunscreen, bathing suit, towel and a lunch.

Launch

On Thursday, July 14th, we will be going to Lunch in Watertown, Ma. This is an indoor trampoline park. We will be leaving at 9:30 a.m. and will be returning at 3:00 p.m. Campers can bring money as there is an arcade area located at the park. Campers must bring socks and lunch or you may choose to send them with some money as food is served on the premises.

Boston Harbor Cruise, Georges Island

On Thursday, July 21st, we will be going to Georges Island. Camp will climb aboard one of Boston Harbor's Cruise ships and sail over to the island for a day of fun. The bus will be leaving at 9:00am and will return by 4:00pm. Please pack a lunch, bathing suit, towel and sun block.

Jay Gees

On Thursday, July 28th, we will be going to Jay Gee's amusement park of go karts, mini golf, batting cages, a family fun center with an arcade, and over sixty homemade ice-cream flavors. We will be leaving at 9:30 a.m. and will be returning at 3:00 p.m. Campers can bring money as there is an arcade area located at the park. Campers must bring a lunch or you may choose to send them with some money as food is served on the premises.

Breezy Water Park

We will be going to Breezy Water Park in Douglas, MA this summer on Thursday, August 4th. If rain cancels this trip, it will be rescheduled. The children will depart from the Pine Bluff Beach at approx. 9:00 a.m. and return at 4:30 p.m.

Welcome to Breezy Picnic Grounds Waterslides ... a family owned recreational facility nestled in the heart of the Blackstone Valley National Heritage Corridor in south central Massachusetts... Children will enjoy swimming in crystal-clear Whitins Reservoir, riding the waterslides ... including the Tunnel Twister slide (all with unlimited rides!), or just relaxing in the clean well-groomed grounds. For more information: log onto <http://breezysummer.com>.

Children in grades 1-6 will travel in groups headed by a staff member. Parents may authorize participants 13 and older to travel the park in the "buddy" system.

Since we'll be spending the entire day at the water park, we recommend that you pack two snacks and a lunch for your child. Another option you may choose is to send them with some money as food is served on the premises. Other items that should be packed include a bathing suit, towel, and extra set of clothing (you'd be surprised at how many children drench the clothes they wear to the park), water shoes, and sunscreen.

Chunky's

On Thursday August 11th, we will be going to Chunky's cinema's in Nashua NH. Included with the trip is pizza, soda, ice cream and a movie. We will arrive at the destination at 10:00 A.M and depart around 3:00 P.M Kids can bring money for extra food or arcade games.

Southwick Zoo

On Thursday, August 18th, we will be taking a field trip to the Southwick Zoo. Campers will be split up into groups and will be lead through the park by Camp Stow staff. We will be eating lunch at the park; participants should bring a snack and lunch, as we will be there for the majority of the day. You can also send your child with money, as there are places to buy food and souvenirs. We will be leaving at approx. 9:30 a.m. and will be returning at 3:00 p.m.

2016 Camp Stow Field Trip Liability Waiver

Camp Stow Waiver

The Town of Stow does not provide insurance. Accordingly, parents are urged to ascertain that their own coverage's are sufficient to underwrite the cost of medical care for any injuries, which their child might sustain as a result of participation in our programs. As the parent of the above named child, I agree to indemnify the Town of Stow, it's employees and agents against any claims of bodily injury, death, or property damage which may arise in the course of the Rec. Department's performance of the recreational activities described herein not caused by the Town's negligence or that of its employees or agents. As parent or legal guardian of the above named child, I hereby give my consent for emergency medical care by a licensed Doctor of Medicine or Dentistry as may be warranted to preserve the well being of my child.

Boys & Girls Club Waiver

I, the undersigned, as legal adult or parent/guardian of a minor, do hereby consent to my/my child's participation in voluntary recreation programs of The Boys & Girls Club of Assabet Valley. I also agree to forever release The Boys & Girls Club, and all of their offices, boards, committees, employees, agents, volunteers, and contract employees from an and all liability, claims, rights of action and causes of action that may have arisen in the past, or may arise in the future, directly or indirectly, from personal injuries to myself/my child or property damage resulting from my/my child's participation in the Boys & Girls Club's voluntary recreation programs. I affirm that I have read this Consent and Release Form and that I understand the contents of the Form. I understand that this is a legal document and that by signing it I am giving up substantial legal rights and giving up my right to sue or otherwise make a claim against The Boys & Girls Club of Assabet Valley, its officers, boards, committees, employees, agents, volunteers, and contract employees. I further understand that my/my child's participation in these programs is voluntary. By signing this Form, I affirm that I have decided to allow myself/my child to participate in the recreation program's field trips with full knowledge that the Releases will not be liable to anyone for personal injuries and property damage I/my child may cause or sustain.

Child's First and Last Name _____

Parent/Guardian Signature _____ Date _____

2016 FIELD TRIP SCHEDULE AND PERMISSION SLIP

<i>Trip Date</i>	<i>Trip Location</i>	<i>Parent Signature</i>
Thursday, June 30 th	Purgatory Chasm	
Thursday, July 7 th	Salisbury Beach	
Thursday, July 14 th	Launch	
Thursday, July 21 nd	Georges Island	
Thursday, July 28 th	Jay Gees	
Thursday, Aug. 4 th	Breezy Water Park	
Thursday, August 11 th	Chunky's	
Thursday, August 18 th	Southwick Zoo	

Frequently Asked Questions Camp Stow 2016

Question	Answer
Registration Info	
When and where do I Register?	You can Register by going to our on-line registration at www.stow-ma.gov or by mailing in your registration forms to: 380 Great Road, Stow, MA 01775.
My Child is enrolled in other Stow Rec. Programs, why do I still have to fill out paperwork for camp?	We create folders for each program and they cannot be interchanged. We also need medical forms for camp participants.
Financial	
What is the Refund Policy?	A two week written notice is required for refunds. Once a camp session has begun, refunds will not be made for any reason except in the case of extended illness or accident (missing camp 5 or more consecutive days) which will require documentation of illness from a physician.
When are payments due?	A deposit of \$50 per session is due at time of registration. Final payment is due 2 weeks prior to session.
Is Financial Aid available, and how do I apply?	Yes, we offer a limited number of scholarships. To apply, please fill out the scholarship application form which, can be found on-line at www.stow-ma.gov and send to Laura Greenough at 380 Great Road, Stow, MA. 01775. Applications will be accepted until the end of May. All Application are kept confidential.
What if I'm late picking up my child from camp?	Parents are charged a late fee of \$1.00/minute late fee for all late pick-ups.
Medical	
What if my child needs to take medicine at camp?	The medicine must be delivered to the camp office by an adult, in the original container with pharmacy label with correct dosage and times attached. The nurse or Camp Director will administer.
My child had a physical last year, do they need another one this year?	A current physical must be submitted by the first day of camp.
Food	
Lunch-Does Camp Stow provide lunches for children?	No. Campers need to bring lunch from home. Campers <u>should not</u> bring any lunches that need to be <u>heated or refrigerated</u> .
Does camp provide snacks for the children?	No. It is strongly recommended that campers bring snacks such as apples and other nutritious items from home.
What about water and other beverages?	Water will be provided for campers. We suggest camper bring a refillable water bottle. We <u>do not</u> provide other types of beverages.

What is your policy regarding Peanuts and other Nut Allergies?	We recognize this allergy among children, but cannot provide a nut-free eating area. We encourage parents to educate their children about their allergy and communicate any concerns to the camp administration.
Other Important Info	
What about rainy days?	Camp is open rain or shine. Unless there is a thunderstorm or other potentially hazardous weather, we will still operate our program outside. If we are forced to go inside campers will be transported by van to the Maynard Boys & Girls Club, and the remainder of the camp day will take place there. Parents will be notified by phone if we need to relocate due to hazardous weather.
Who is able to pick up my child from camp?	Parents must complete an Emergency contact form at the time of registration. Only persons listed on this form may pick up from camp.
What if I forgot to list someone on my child's contact list?	We can only release to persons on this list. You will need to come into the office and add them in person. No exceptions.
What does my Boys & Girls Club membership include?	Your Boys & Girls Club membership allows you to attend the Club's After School Programming for free! For more information on the Club's programs, please log onto www.bgcav.org
How does Camp Stow screen its employees to make sure my child is safe?	Camp Stow is licensed by the Stow Board of Health. The Massachusetts Department of Public Health requires camps to comply with 105 CMR 430.090
What is 105 CMR 430.090?	At a minimum the operator shall require for each camping session, the following with regards to each staff person: <ul style="list-style-type: none"> A. Prior work history for previous places of employment. B. Three positive reference checks from individuals not related to the staff person. C. Self-reporting of any felony convictions. D. Obtain criminal offender record information and juvenile reports (CORI/Juvenile report) from the Massachusetts Criminal History Systems Board (CHSB). E. Sex offender registry information (SORI) check from the Massachusetts Sex Offenders Registry Board (SORB).
Will the staff go through any training prior to camp?	Yes, it is our policy to have the staff attend mandatory training session prior to camp. All staff member will be first aid and CPR certified. All of our lifeguards are certified and go through training session prior to camp and throughout the summer. Our Archery Instructor is also certified.

We are looking forward to enjoying a wonderful summer with your camper and meeting you. If there are any questions, please feel free to call me at 978-461-1411 or 978-855-2298. You can also reach me by e-mail at Recreation@stow-ma.gov.

Laura Greenough
Stow Recreation Director